

UNITED STATES DEPARTMENT OF AGRICULTURE

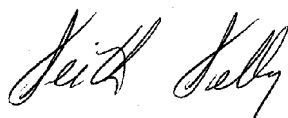
Farm Service Agency
Washington, DC 20250

Notice INFO-19

For: FSA Offices

Implementing the New Exhibit System

Approved by: Administrator



1 Overview

A

Background

Currently, all exhibits are managed through PAS. If an exhibit is needed, a request is made to PAS, and logistical details are sorted out, to ensure timely delivery. This management practice has proved to be inefficient and has frequently failed to meet the needs of FSA offices.

B

Purpose

This notice informs State Offices about:

- the distribution of exhibits
- their responsibilities under the new exhibit system.

C

Contact

If there are questions, call Barbara McLean at 202-720-3865.

2 New Exhibit System

A

**New Procedures
for Exhibit
Requests**

Effective July 21, 2000, exhibit requests will be handled and managed by State Offices. Direct all future exhibit requests to the State Office.

Note: The exhibit inventory will also be transferred to State Offices.

Continued on the next page

Disposal Date

October 1, 2000

Distribution

All FSA Offices; State Offices relay to County
Offices

Notice INFO-19

2 New Exhibit System (Continued)

B

Pending Exhibit Requests

Effective immediately, State Offices shall handle all pending exhibit requests. PAS will forward the request to the appropriate State Office. Since there are a limited number of exhibits available, County Offices shall call the State Office to reserve an exhibit.

Note: All pending exhibit requests as of the date of this notice will be forwarded to their respective State Office.

C

Returning Exhibits

All exhibits currently in the States **must** be returned to PAS by July 14, 2000, for distribution.

D

Distributing Exhibits

Each State Office will be receiving a minimum of 1 exhibit, which will be the responsibility of each office to manage and maintain. The exhibits are distributed based on both of the following:

- usage rates
- past exhibit requests.

Note: Every attempt was be made to give each State Office the exhibit that they most frequently requested. See Exhibit 1.

E

Delivery Date of Exhibits

The exhibits will be mailed to State Offices by July 21, 2000.

F

Costs Associated With Exhibits

Under the new policy, individual State Offices shall be responsible for all expenses associated with the exhibits. These expenses may include mailing to and from shows and fairs, maintenance, and all other miscellaneous expenses that may occur.

G

Care and Maintenance of Exhibits

State Offices shall be responsible for all care and maintenance of exhibits. A future notice will be issued containing more information about care and maintenance.

Exhibit Distribution

State	Name	Size	Serial Number
AK	Farm Silhouette	table top	68-1X-TT
AL	Helping the Pieces Fit	10' floor model	42-2X
	Your Partner in Conservation	10' floor model	145-2X
AR	Helping the Pieces Fit	table top	43-1X-TT
	Your Partner in Conservation	10' floor model	146-2X
AZ	Helping the Pieces Fit	10' floor model	44-2X
	Your Partner in Conservation	table top	155-1X-TT
CA	Helping the Pieces Fit	10' floor model	45-2X
	Farm Silhouette	10' floor model	39-2X
	Farm Silhouette	table top	50-1X-TT
	Your Partner in Conservation	table top	156-1X-TT
CO	Farm Silhouette	table top	51-1X-TT
CT	Helping the Pieces Fit	table top	53-1X-TT
	Farm Silhouette	table top	130-1X-TT
DE	Farm Silhouette	table top	55-1X-TT
	Farm Silhouette	10' floor model	80-2X
FL	Farm Silhouette	10' floor model	40-2X
	Helping the Pieces Fit	table top	69-2X
GA	Your Partner in Conservation	table top	157-1X-TT
	Outreach	table top	113-1X-TT

Continued on the next page

Exhibit Distribution (Continued)

State	Name	Size	Serial Number
HI	Helping the Pieces Fit	10' floor model	93-2X
IA	Your Partner in Conservation	table top	103-2X-TT
	Helping the Pieces Fit	table top	46-1X-TT
	Farm Silhouette	10' floor model	41-2X
ID	Helping the Pieces Fit	table top	52-1X-TT
IL	Growing With Conservation	table top	106-1X-TT
	Outreach	10' floor model	109-2X
	Farm Silhouette	10' floor model	63-2X
	Your Partner in Conservation	10' floor model	147-2X
IN	Helping the Pieces Fit	10' floor model	72-2X
	Farm Silhouette	10' floor model	64-2X
	Farm Silhouette	table top	57-1X-TT
	Water Quality	10' floor model	59-2X
KS	Water Quality	10' floor model	60-2X
	Helping the Pieces Fit	table top	54-1X-TT
	Farm Silhouette	10' floor model	79-2X
	Farm Silhouette	table top	65-1X-TT
KY	Helping the Pieces Fit	10' floor model	73-2X
	Farm Silhouette	table top	66-1X-TT
LA	Helping the Pieces Fit	table top	70-1X-TT
	Farm Silhouette	table top	82-1X-TT
MA	Helping the Pieces Fit	table top	97-1X-TT

Continued on the next page

Exhibit Distribution (Continued)

State	Name	Size	Serial Number
MD	Farm Silhouette	table top	67-1X-TT
ME	Outreach	10' floor model	111-2X
MI	Farm Silhouette	table top	129-1X-TT
	Your Partner in Conservation	10' floor model	151-2X
	Helping the Pieces Fit	table top	139-1X-TT
MN	Your Partner in Conservation	10' floor model	149-2X
	Water Quality	table top	61-1X-TT
	Helping the Pieces Fit	10' floor model	74-2X
	Helping the Pieces Fit	table top	76-1X-TT
	Farm Silhouette	10' floor model	81-2X
MO	Helping the Pieces Fit	table top	77-1X-TT
	Farm Silhouette	10' floor model	86-2X
	Your Partner in Conservation	table top	158-1X-TT
MS	Helping the Pieces Fit	table top	78-1X-TT
	Outreach	10' floor model	115-2X
	Farm Silhouette	table top	83-1X-TT
MT	Growing With Conservation	table top	104-2X-TT
	Growing With Conservation	10' floor model	104-2X-TT
	Helping the Pieces Fit	table top	95-1X-TT
NC	Helping the Pieces Fit	10' floor model	92-2X
	Farm Silhouette	table top	84-1X-TT
	Your Partner in Conservation	table top	159-1X-TT

Continued on the next page

Exhibit Distribution (Continued)

State	Name	Size	Serial Number
ND	Helping the Pieces Fit	10' floor model	94-2X
	Farm Silhouette	10' floor model	87-2X
	Farm Silhouette	table top	88-1X-TT
NE	Helping the Pieces Fit	10' floor model	133-2X
	Outreach	table top	114-1X-TT
	Your Partner in Conservation	table top	160-1X-TT
NH	Your Partner in Conservation	10' floor model	150-2X
NJ	Helping the Pieces Fit	10' floor model	134-2X
NM	Farm Silhouette	table top	89-1X-TT
NV	Farm Silhouette	table top	90-1X-TT
	Your Partner in Conservation	10' floor model	148-2X
NY	Water Quality	table top	62-1X-TT
	Growing With Conservation	10' floor model	105-2X-TT
	Helping the Pieces Fit	table top	96-1X-TT
	Farm Silhouette	10' floor model	121-2X
	Farm Silhouette	table top	91-1X-TT

Continued on the next page

Exhibit Distribution (Continued)

State	Name	Size	Serial Number
OH	Your Partner in Conservation	table top	161-1X-TT
	Growing With Conservation	table top	107-1X-TT
	Helping the Pieces Fit	table top	98-1X-TT
	Helping the Pieces Fit	10' floor model	135-2X
	Outreach	table top	116-2X
	Farm Silhouette	table top	127-1X-TT
	Farm Silhouette	table top	128-1X-TT
	Farm Silhouette	10' floor model	122-2X
OK	Helping the Pieces Fit	table top	97-1X-TT
	Outreach	table top	118-1X-TT
OR	Helping the Pieces Fit	table top	140-1X-TT
PA	Helping the Pieces Fit	10' floor model	136-2X
	Farm Silhouette	10' floor model	123-2X
	Your Partner in Conservation	table top	162-1X-TT
PR	Outreach	10' floor model	117-2X
RI	Your Partner in Conservation	10' floor model	152-2X
SC	Outreach	table top	119-1X-TT
SD	Farm Silhouette	10' floor model	124-2X
TN	Helping the Pieces Fit	10' floor model	137-2X
	Farm Silhouette	10' floor model	85-2X

Continued on the next page

Exhibit Distribution (Continued)

State	Name	Size	Serial Number
TX	Helping the Pieces Fit	table top	141-1X-TT
	Farm Silhouette	10' floor model	125-2X
	Your Partner in Conservation	table top	163-1X-TT
UT	Helping the Pieces Fit	table top	142-1X-TT
VA	Helping the Pieces Fit	10' floor model	138-2X
	Outreach	table top	120-1X-TT
VI	Your Partner in Conservation	table top	164-1X-TT
VT	Your Partner in Conservation	table top	153-2X
WA	Helping the Pieces Fit	10' floor model	75-2X
WI	Your Partner in Conservation	10' floor model	154-2X
	Helping the Pieces Fit	table top	144-1X-TT
	Farm Silhouette	table top	131-1X-TT
WV	Growing With Conservation	table top	108-1X-TT
	Farm Silhouette	table top	56-1X-TT
	Outreach	10' floor model	110-2X
	Farm Silhouette	10' floor model	126-2X
WY	Helping the Pieces Fit	table top	143-1X-TT
	Farm Silhouette	table top	132-1X-TT